AMPLIFIED SOUND GUIDELINES

Student organizations planning outdoor events where sound amplification is used should read these guidelines, pay close attention to the spaces and times amplified sound is permitted, and submit the attached Amplified Sound Application, Application for Use of Facilities, and any other University forms connected to your event to the Center for Student Involvement and Leadership (Student Union 330).

OUTDOOR AMPLIFIED SOUND MAY BE REQUESTED FOR EVENTS HOSTED AT THE STUDENT UNION COMMONS AND RECREATION CENTER AND FIELDS AS FOLLOWS:

Monday – Friday between 10:00 a.m. – 3:00 p.m.- Student Union Commons and Recreation Center and Fields
Monday – Friday between 3:00 p.m. – 6:00 p.m.: Recreation Center and Fields only
Amplified sound levels may not exceed seventy-five (75) decibels during this period, and THE USE OF SUBWOOFERS IS PROHIBITED.

Fridays: 3:00 p.m. – midnight; Saturdays: 1:00 p.m. – midnight; and Sundays: 1:00 p.m. – 8:00 p.m.— Student Union Commons and Recreation Center and Fields. Amplified sound levels may not exceed one-hundred ten (110) decibels during these periods. THE USE OF SUBWOOFERS IS PROHIBITED.

OUTDOOR AMPLIFIED SOUND MAY BE REQUESTED FOR EVENTS HOSTED AT TOM H. JACKSON FRONT LAWN, WALNUT GROVE, QUAD, AND KUC KNOLL AS FOLLOWS:

Fridays: 6:00 p.m. – 10:30 p.m.; Saturdays: 5:00 p.m. – 10:30 p.m.; and Sundays: 1:00 p.m. – 8:00 p.m.— Amplified sound levels must not exceed one-hundred ten (110) decibels during these periods. THE USE OF SUBWOOFERS IS PROHIBITED.

EVENT GUIDELINES:

1) All speakers must be placed at least ten (10) feet away from sidewalks
2) At a distance of forty-five (45) feet in front of staging area (or location of sound source), the sound pressure will be no more than seventy-five (75) decibels (Mondays-Fridays between 10:00 a.m. – 3:00 p.m.) or one-hundred ten (110) decibels (Fridays: 3:00 p.m. – midnight; Saturdays: 1:00 p.m. – midnight; and Sundays: 1:00 p.m. – 8:00 p.m.).
3) Sidewalks must be free of congestion and accessible to pedestrian traffic. No events are permitted to take place on sidewalks.
4) Amplified sound is not permitted to last more than three (3) hours and must conclude at scheduled end time indicated on the group’s reservation.

SOUND LEVEL VIOLATIONS:

Important Note: It will be the responsibility of the person listed as the “Day of Event Contact Name” on the Amplified Sound Application to monitor sound levels throughout the event to ensure compliance. A staff member will be on-site with sound meters to assist with this process.

A. If the sound level exceeds the maximum decibel level permitted, the host group’s Day of Event Contact will be required to lower the volume to the specified limit. The group is expected to comply immediately and keep the sound at the approved level for the remainder of the event.
B. If a second warning is issued, the host group’s Day of Event Contact will be required to immediately lower the volume to the specified limit, which must be retained for the remainder of the event. As consequence for failure to comply with the first request, the host group will not be permitted to host an event using amplified sound for fourteen (14) weeks.
C. If a third warning is issued, the host group’s Day of Event Contact will be required to immediately end the event AND the sponsoring organization will not be permitted to host any event using amplified sound for twenty-eight (28) weeks.

SIDEWALK ACCESS VIOLATIONS:

A. Events may not impede pedestrian traffic on sidewalks. The host group’s Day of Event Contact is responsible for keeping the pathways clear of participants and/or spectators, and other items obstructing sidewalks. If a staff member issues a warning that sidewalks are blocked, the host group has two (2) minutes to rectify.
B. If a second warning is issued, the host group will be required to rectify the situation. As consequence for failure to comply with the first request, the host group will not be permitted to host an outdoor event for fourteen (14) weeks.
C. If a third warning is issued, the host group will be required to immediately end the event AND will not be permitted to host an outdoor event for twenty-eight (28) weeks.
AMPLIFIED SOUND APPLICATION

Host Organization: ________________________________________________________________

Day of Event Contact Name: ______________________________________________________

THIS PERSON MUST ARRIVE AT LEAST 15 MINUTES PRIOR TO EVENT START TIME
AND MUST BE IN ATTENDANCE FOR THE DURATION OF THE EVENT.

Contact Phone Number: __________________________ Email Address: ____________________

Event Title: ___________________________________________________________________

Event Location: __________________________________________________________________

Event Date: ______________

AMPLIFIED SOUND MAY ONLY BE UTILIZED FOR A THREE-HOUR PERIOD, THOUGH OTHER COMPONENTS OF AN EVENT
MAY EXTEND BEYOND.

Event Start Time: __________ Amplified Sound Start Time: ______________

Event End Time: __________ Amplified Sound End Time: ______________

Event Type:

□DJ □Band □Speaker/Lecturer □Other: __________________________

List ALL Amplified Sound Equipment Being Used: _______________________________________

______________________________________________________________________________

By signing below, I agree to the Amplified Sound Guidelines and understand that non-compliance could result in event
cancellation, the loss of privileges to host future events, and possible referral to Judicial Affairs. I understand that any exceptions
to the policy outlined above must receive advance approval from Dr. Danny Kelley, Assistant Vice President.

This form must be submitted to the Center for Student Involvement and Leadership (Student Union
330) with the Application for Use of Facilities, along with any other University form(s) connected with
your event.

Requestor __________________________ Date __________________________ Dr. Danny Kelley
Assistant Vice President
Student Union Bldg, Suite 330

Middle Tennessee State University  Center for Student Involvement and Leadership  Student Union Building, Room 330
## LIST OF APPROVERS FOR OUTDOOR SPACES

<table>
<thead>
<tr>
<th>Venue</th>
<th>Approvers</th>
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</table>
| **Student Union Commons**      | Justin Reed (Scheduler)  
Student Union Bldg, Information Desk, 1st Floor  
898-2591 |
|                                | x
| **Recreation Center and Fields** | Andy Allgrim (Scheduler)  
REC 201  
898-5488 |
|                                | Ray Wiley  
REC 101  
898-210 |
|                                | Dr. John Vile  
HONR 205 |
|                                | x
| **Tom H. Jackson Front Lawn**  | Debbie Londre (Scheduler)  
PKS 206  
904-8240 |
|                                | Dr. Walter Boles  
VET 143 |
|                                | x
| **Walnut Grove**               | Justin Reed (Scheduler)  
Student Union Bldg, Information Desk, 1st Floor  
898-2591 |
|                                | Dr. Mark Byrnes  
TODD 231 |
|                                | x
| **Quad**                       | Justin Reed (Scheduler)  
Student Union Bldg, Information Desk, 1st Floor  
898-2591 |
|                                | Dr. Lana Seiver  
COE 202  
898-2874 |
|                                | Ben Scheffler  
LIB 0473  
898-2521 |
|                                | Ken Paulson  
COMM 247  
898-5171 |
|                                | x
| **KUC Knoll**                  | Justin Reed (Scheduler)  
Student Union Bldg, Information Desk, 1st Floor  
898-2591 |
|                                | Dr. Warner Cribb  
DSB 239  
898-2379 |

Updated May 14, 2019